

**MINUTES OF MEETING
STONELAKE RANCH
COMMUNITY DEVELOPMENT DISTRICT**

The Regular Meeting of the Board of Supervisors of the Stonelake Ranch Community Development District was held on Wednesday, April 10, 2024, at 11:30 AM at the Lake Lodge, 10820 Eagle Roost Cove, Thonotosassa, Florida 33592.

Present and constituting a quorum:

Michael Gratz	Chairperson
Sunil Bandrupalli	Vice Chairperson
George Kurppe	Assistant Secretary
Norman Wade	Assistant Secretary
James Sutton	Assistant Secretary

Also present were:

James P. Ward	District Manager
Whitney Sousa	District Attorney

Audience:

All residents' names were not included with the minutes. If a resident did not identify themselves or the audio file did not pick up the name, the name was not recorded in these minutes.

PORTIONS OF THIS MEETING WERE TRANSCRIBED VERBATIM. ALL VERBATIM PORTIONS WERE TRANSCRIBED IN *ITALICS*.

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. James Ward called the meeting to order at approximately 11:30 a.m. He conducted roll call; all Members of the Board were present, with the exception of Supervisor Bandrupalli, constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comments

Public Comments for non-agenda items. These are limited to three (3) minutes and individuals are permitted to speak on items not included in the agenda.

Mr. Ward discussed the public comment protocols.

THIRD ORDER OF BUSINESS

Consideration of Resolution 2024-1

Consideration of Resolution 2024-1 declaring a vacancy in Seat (3) on the Board of Supervisors; appointing an individual to fill the vacancy in Seat (3) on the Board of Supervisors pursuant to Section 190.006 (4) Florida Statutes

Mr. Ward indicated Resolution 2024-1 declared a vacancy in Seat 3 due to the untimely passing of Mark Chapman on January 20, 2024. He stated it would also appoint an individual to fill the vacancy. He asked the Board to appoint an individual to fill the vacancy.

The Board appointed George Kurppe.

On MOTION made by James Sutton, seconded by Norman Wade, and with all in favor, Resolution 2024-1 was adopted, and the Chair was authorized to sign.

As a Notary Public, Mr. Ward administered the Oath of Office to Mr. George Kurppe. He discussed the Form 1, how and when Form 1 was to be filed, and consequences of failure to file (fine up to \$1,500 dollars). He provided Mr. Kurppe with a copy of the Sunshine Laws and Code of Ethics. He asked Mr. Kurppe to read these documents and call with any questions. He explained, most importantly, no two members of the CDD Board could discuss any matter in any way which might be brought before the CDD Board outside of an open noticed public meeting.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2024-2

Consideration of Resolution 2024-2, a Resolution of the Board of Supervisors Designating certain officers of the Stonelake Ranch Community Development District; Providing for severability and invalid provisions; providing for conflict and providing for an effective date

Mr. Ward asked how the Board would like to designate the officers of the Board.

The Board indicated Mr. Michael Gratz would continue as Chairperson, Mr. Sunil Bandarupalli as Vice Chairperson, the remaining Board Members as Assistant Secretaries and Mr. Ward as the Secretary and Treasurer.

On MOTION made by James Sutton, seconded by Michael Gratz, and with all in favor, Resolution 2024-2 was adopted, and the Chair was authorized to sign.

FIFTH ORDER OF BUSINESS

Consideration of Audited Financial Statements

Consideration of acceptance of the Audited Financial Statements for the year ended September 30, 2023

Mr. Ward indicated Ben Steets with Grau and Associates was not present to present the Audited Financial Statements, but the audit was clean.

Mr. Gratz indicated he read through the Audit. He made a motion to accept.

On MOTION made by Michael Gratz, seconded by James Sutton, and with all in favor, the Audited Financial Statements for the year ended September 30, 2023 were accepted for purposes of inclusion in the record.

SIXTH ORDER OF BUSINESS

Consideration of Minutes

May 16, 2023 – Public Hearing and Regular Meeting

Mr. Ward asked if there were any additions, deletions, or corrections for the Regular Meeting Minutes; hearing none, he called for a motion.

On MOTION made by Michael Gratz, seconded by James Sutton, and with all in favor, the May 16, 2023, Public Hearing and Regular Meeting Minutes were approved.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2024-3

Consideration of Resolution 2024-3, a Resolution of the Board of Supervisors Adopting Policies and Procedures relating to the Public’s opportunity to be heard; Designating Public comment periods; Designating a procedure to identify individuals seeking to be heard; Addressing Public Decorum; Addressing exceptions; providing for conflicts, providing for severability and providing an effective date

Mr. Ward stated Resolution 2024-3 indicated there would be a public comment period at some point during Board meetings to provide the public an opportunity to speak regarding items not on the Agenda and limited the time to speak to 3 minutes at the discretion of the presiding officer of the Board.

Mr. Gratz asked if the subject matter could also be limited to prevent comments from becoming very repetitive.

Mr. Ward responded in the affirmative. He stated he would have the Board approve the Resolution subject to the addition of a clause limiting repetitive comments.

On MOTION made by Michael Gratz, seconded by James Sutton, and with all in favor, Resolution 2024-3 was adopted subject to the addition of a clause limiting repetitive comments, and the Chair was authorized to sign.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2024-4

Consideration of Resolution 2024-4, a Resolution of the Board of Supervisors Affirming, Stating and Establishing the District’s adoption of an Electronic Records Policy and a Policy on the use of Electronic Signatures; addressing severability, conflicts, and an effective date

Mr. Ward indicated this Resolution updated the District’s electronic records policy and conformed the policy to current State Statutes.

On MOTION made by Michael Gratz, seconded by James Sutton, and with all in favor, Resolution 2024-4 was adopted, and the Chair was authorized to sign.

NINTH ORDER OF BUSINESS

Consideration of Resolution 2024-5

Consideration of Resolution 2024-5, a Resolution of the Board of Supervisors of the Stonelake Ranch Community Development District approving the Proposed Fiscal Year 2025 Budget and setting a Public Hearing for Tuesday, June 18, 2024, at 1:00 P.M. at the Lake Lodge 10820 Eagle Roost Cove, Thonotosassa, Florida 35592

Mr. Ward indicated Resolution 2024-5 began the budget process for fiscal year 2025 starting October 1, 2024 and ending September 30, 2025. He noted the public hearing was scheduled for Tuesday, June 18, 2024, at 1:00 p.m. at the Lake Lodge. He explained approval of the budget did not bind the Board to any of the costs in the budget or the assessment rate, it merely set the cap assessment rate. He stated the rate was \$321.97 currently, and it would go up to \$332.22 dollars. He noted this was the operating assessment. He explained the debt service assessment was slightly reduced this upcoming year, and many homeowners had paid the debt service assessment in advance and would only have the operating assessment on the tax bill.

On MOTION made by Michael Gratz, seconded by James Sutton, and with all in favor, Resolution 2024-5 was adopted, and the Chair was authorized to sign.

TENTH ORDER OF BUSINESS

Consideration of Resolution 2024-6

Consideration of Resolution 2024-6, a Resolution of the Board of Supervisors Designating a date, time and location for a Landowners’ Meeting and Election; Providing for publication; Establishing forms for the Landowner Election; and providing for severability and an effective date

Mr. Ward indicated Resolution 2024-6 set the final landowner’s meeting for this District for Seat 4 on November 19, 2024 at the Lake Lodge at 1:00 p.m. He explained landowners would come and vote for Seat 4.

On MOTION made by Michael Gratz, seconded by James Sutton, and with all in favor, Resolution 2024-6 was adopted, and the Chair was authorized to sign.

ELEVENTH ORDER OF BUSINESS**Consideration of Resolution 2024-7**

Consideration of Resolution 2024-7, a Resolution of the Board of Supervisors of the Stonelake Ranch Community Development District implementing section 190.006(3), Florida Statutes, and requesting that the Hillsborough County Supervisor of Elections begin conducting the District's General Elections; Providing for compensation; setting forth the terms of office; authorizing Notice of the Qualifying period; and providing for severability and an effective date

Mr. Ward: CDDs are required to call for the general election for those members of the Board whose terms are coming up. Norm, that's your Seat; Jim, it's your Seat, and that's it for this year. All this is doing is calling for the election. The election is in November of 2024. It's the general election. Those individuals who qualify for those two seats will stand for election when you go to vote with the Supervisor of Elections office in November of this year. You must qualify in June of this year. My office will send you all the dates for qualifying and will walk you through the process. This sets up the procedure for calling for the election. We provide this to the Supervisor of Elections in Hillsborough County.

On MOTION made by Michael Gratz, seconded by James Sutton, and with all in favor, Resolution 2024-7 was adopted, and the Chair was authorized to sign.

Mr. Wade asked for more details.

Mr. Ward: In November you have the last landowner's election. Beginning in 2024, once you finish the last landowner's election, you will all be elected the same way your County Commissioner would be elected. You qualify with the Supervisor of Elections Office in June. Basically, you go down to the Supervisor's Office and fill out a form and pay a fee. If no one else qualifies for the Seat in June, you are automatically elected to your Seat in November and your name will not appear on the ballot. If more than one individual qualifies for the Seat, those names will be on the November ballot and qualified electors residing within the Community will go and vote, and whoever receives the highest number of votes will win. A qualified elector in Florida means you are a resident of the State of Florida, you live in Stonelake Ranch, and you are registered to vote in Hillsborough County. If you meet those qualifications, you can run. I would encourage you to make sure you make yourselves known to the community and ask them to go vote for you.

Discussion ensued regarding qualifying to run for a Seat; and when the results of the election would be known.

TWELFTH ORDER OF BUSINESS**Staff Reports****I. District Attorney**

Ms. Whitney Sousa introduced herself, noting she was new to her firm who represented the District. She stated she was happy to be on board. She welcomed Mr. Kurppe to the Board. She discussed a

few points she felt Mr. Kurppe should be aware of including the Sunshine Law and public records laws.

II. District Engineer

No report.

III. District Manager

- a) Florida Law changes to Form 1 Filings
- b) New performance reporting requirements for CDDs
- c) *Important Board Meeting Dates for Balance of Fiscal Year 2024*
 - 1. June 18, 2024 - Public Hearings: FY 2025 Budget Adoption – 1:00 P.M.
 - 2. Landowners Election – November 19, 2024 (Seat 4)
- d) Financial Statement for period ending January 31, 2024 (unaudited)
- e) Financial Statement for period ending February 29, 2024 (unaudited)
- f) Financial Statement for period ending March 31, 2024 (unaudited)

Mr. Ward: This year Form 1 filings are all in an electronic format. You all have been set up electronically on the State's Ethics website for filing your Form 1. We will send you the link to the website. You will go in, create a username and password, and you can file Form 1 directly on the website. I have heard it is a very quick and easy process. It's due by July 1 of this year. We will continue to send you reminders. The Form 1 is late after September 1 of this year. There is a fine of \$25 dollars per day that now automatically is charged by the State. I encourage you to file your Form 1. The other big piece of legislation is you are now required to have ethics training. It's 2 hours of ethics training, 1 hour of Sunshine law training, and 1 hour of public records law training. We will send you the free links that you may use to do your ethics training. It gets filed with your Form 1 that you file in 2025, but it's required to be done this calendar year. I would encourage you to do it. This is a self-reporting document. All you have to do is listen to it and next year when you file your form 1, there is a check box that asks, did you meet the ethics requirement, and you just check that box next year. He discussed the three free classes and indicated he would continue to remind the Board to complete these classes. He discussed the Amendment to Chapter 189 which indicated the CDD was required to establish goals and objectives for each activity undertaken by the District, establish a performance measure and a standard for these goals and objectives, and finally prepare a report and post this report on the District's website. He noted this would just be more paperwork for him, but he wanted the Board to be aware. He reminded the Board that June 18th was the Public Hearing for the Budget.

THIRTEENTH ORDER OF BUSINESS

Supervisor's Requests and Audience Comments

Mr. Ward asked if there were any Supervisor's Requests; there were none. He asked if there were any audience members present in person, or via audio or video with comments or questions; there were none.

FOURTEENTH ORDER OF BUSINESS

Adjournment


Mr. Ward adjourned the meeting at approximately 12:06 p.m.

On MOTION made by Michael Gratz, seconded by James Sutton, and with all in favor, the meeting was adjourned.

Stonelake Ranch Community Development District



James P. Ward, Secretary



Michael Gratz, Chairman